



Deadlines to remember

1. **Witness boards:** Should be left in place for a minimum of **two weeks**.
2. **The Police:** Your family liaison office (FLO) should provide you with an update **every month**.
3. **Complaints against the Police:** If you are unhappy with the way your case is being investigated or your FLO you should complain to the senior investigating officer (SIO) who should respond to your complaint within **10 working days**.
4. **The charge:** If, after an offender has been charged and following a case review, the Crown Prosecution Service (CPS) takes a decision to substantially alter or drop any charge, the CPS must notify the victim within **one working day** for vulnerable or intimidated victims and within **five working days** for all other victims.
5. **Acquittal:** The CPS should offer a bereaved family a meeting following an acquittal or a conviction on a lesser charge approximately **three weeks** after the acquittal/conviction. They should also offer to act as a contact point for any queries up to **three months** after the verdict.
6. **Appealing the sentence given in a Magistrates' Court or Crown Court:** This is only possible through an 'appeal by way of case stated'; it is restricted to questions of law – and its application – and does not concern questions of fact (i.e. was D under the influence of alcohol/traveling in excess of the speed limit). This must occur within **21 days** of the sentencing by the magistrates.¹
7. **Appealing the sentence given for causing death by dangerous driving:** You must appeal to the Attorney-General (AG) within **28 days** of the sentencing. The sentence must be deemed 'unduly lenient' by the AG for it to be taken forward. Sentences for causing death by careless driving, dangerous driving and careless driving cannot be appealed by the CPS/family on anything other than points of law (see 6). Only sentences for 'indictable' offences (crimes which can only be heard by a Crown Court) may be appealed.
8. **Judicial Review (JR) of the CPS, the Police or another public body (e.g. the Coroner):** This must occur within **three months** of the relevant decision being made.

¹ For further information see: http://www.3tg.co.uk/library/appeals_by_way_of_case_stated_a_beginners_guide.pdf

9. **Civil claims:** The Statute of Limitations requires a claim to be brought forward within **three years** of the injury/death occurring.² If an individual has suffered a catastrophic brain injury and is left in a coma, the time limit does not begin to take effect until they are deemed to have regained cognitive ability.

² [s11 Limitation Act 1980](http://www.legislation.gov.uk/ukpga/1976/30/contents) and <http://www.legislation.gov.uk/ukpga/1976/30/contents>